

Decision under Delegated Powers

Officer Requesting Decision

Sport and Active Recreation Manager

Officer Making the Decision

Head of Neighbourhood Services

Recommendation

1. That authority is given for the Head of Neighbourhood Services to enter into a partnership agreement with; Charnwood Partnership for Children and Families - Extended Services to deliver the Early Years Physical Activity Project for Charnwood from 1st April 2014 - 31st March 2015.
2. That approval is given to:

To reduce the hours for the temporary fixed term Early Years Physical Activity Development Officer post (H539) from 37 hours to 30 hours per week from 1st April 2014 - 31st March 2015.

To extend the temporary fixed term Early Years Physical Activity Development Officer post (H539) for a further 12 months from 1st April 2014 - 31st March 2015.

Reason

1. & 2. To enable the drawdown of the monies allocated to Charnwood through the Charnwood Partnership for Children and Families - Extended Services Commissioning process to deliver the Early Years Physical Activity Programme 2014 -15 and to enable the Council to deliver its part of the County Sports strategy and the County Physical Strategy as approved by cabinet in November 2009.

Authority for Decision

In accordance with the scheme of delegation of Council Functions to the Head of Paid Service, item 6 allows the Head of Paid Service "to agree changes to the establishment, within budget and without major service or policy implications, affecting no more than five posts (irrespective of their post number) in any single case".

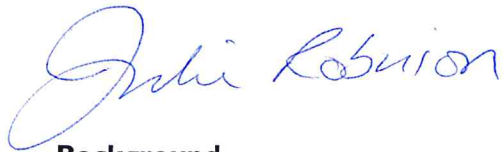
This has been delegated to Heads of Services in certain situations (DD 28 11/12), which this falls within.

That the delegated function of the Chief Executive to agree changes to the establishment, within budget and without major service or policy implications, affecting no more than five posts in any single case be assigned to Heads of Service, subject to such decisions:

- relating solely to staff within the Head of Service's responsibility;
- being within the existing budget for the service;
- Not resulting in the creation or deletion of posts, or potential redundancy situations;
- Only affecting officers graded at PO4 and below, and
- Only being taken after consultation with the Council's Human Resources service.

The Partnership Agreement is being entered into to enable the Council to deliver its part of the County Sports Strategy and County Physical Activity Strategy which was approved by Cabinet in November 2009. Officers have delegated authority to take such action as may in his or her opinion be necessary or appropriate in connection with the implementation of decisions properly authorized by Cabinet (item (iii) in section 8.1 of the Constitution).

Decision and Date

 28/3/14

Background

During the last three months Charnwood Borough Council's Sport and Active Recreation Services have been involved in submitting an expression of interest for the re-commissioning of the Early Years Physical Activity Programme - March 2014/15.

Early Years Physical Activity Development Officer

The Early Years Physical Activity Development Officer post (H539) was originally funded by Sure Start Local Programme (SSLP). The funding of this post was transferred to Leicestershire County Council in October 2007. To date the funding for this post has been successfully allocated on a yearly basis. This post is responsible for delivering the Early Years Physical Activity Programme in the Sure Start Reach Areas of Charnwood.

In 2013 - 14 a total of 2996 attendances were recorded on physical activity programmes for 0-4s and their families living within the Surestart children's centre reach areas.

Charnwood Partnership for Children and Families - Extended Services 2014/15 Funding

The Locality Partnership Coordinator for Children and Families recently met with the Senior Active Recreation Development Officer to discuss the delivery of the Early Years Physical Activity programme. Feedback received was extremely positive, however due to a reduction in funding from Leicestershire County Council future funding for 2014-15 Early Years programme will receive a 40% reduction.

The Sport and Active Recreation team were asked to submit an expression of interest based on a 40% reduction in funding to continue the delivery of a 'targeted' physical activity programme for early year's children and their families within the Sure Start Children Reach Areas in Charnwood for 2014-15. The application detailed; extending the temporary fixed term Early Years Physical Activity Officer post (H539) for a further 12 months from 1st April 2014 to 31st March 2015 on 30 hours per week (reduced from 37 hours).

On the 25th February 2014 Charnwood Borough Council received written confirmation that the expression of interest to continue the delivery of the Early Years Physical Activity programme has been successful. A total of £23,400 will be allocated to this project.

Funding for the project will be released as follows;

- The total sum for the project is payable quarterly in arrears following submission of the preceding quarter's expenditure an itemised invoice (received from the project)

Failure to deliver the Charnwood Children's Centre Programme would seriously impact on the Borough Council Children and Families outcomes	Low	High	Delivery of plan dependent on external funding.
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Key Decision No

Background Papers;

- Charnwood Partnership for Children and Families - Reflection of 2011/2012 Service Delivery and Expression of Interest for re-commissioning post March 2012.
- E-mail from Charnwood Locality Partnership Coordinator confirming funding - 15th March 2012.
- DD 2011.07.06 - Early Years Physical Activity Development Officer extension 1st Oct 2011 - 31st March 2012.
- DD 2011.08.12 - Extend Full time Play Ranger and Assistant Play Ranger posts 31st August 2011 - 31st March 2012.
- DD6011/12
- Expression of interest - The Charnwood Partnership for Children and Families - Sure Start Children's Centre Programme - Reflection of 2012-2013 service delivery and submission of costs for re-commissioning 2013-14.
- Written confirmation Charnwood Partnership for Children and Families 27th March 2013
- DD2013.04.03 - Extend temporary fixed term Full time Early Years Physical Activity Development Officer (H539) from 1st April 2013-31st March 2014.
- Expression of interest - The Charnwood Partnership for Children and Families - Sure Start Children's Centre programme - Reflection of 2013-2014 service delivery and submission of costs for re-commissioning 2014-15.
- Written confirmation of Charnwood Partnership for Children and Families 25th February 2014.

and receipt of completed quarterly monitoring evaluation template. Payment will be due 28 days after receipt of such invoice by the Council.

Charnwood Borough Council will be expected to report back quarterly on the project using the following indicators:

- Number of sessions delivered
- Number of Vulnerable families supported
- Agreed Outputs
- Agreed Outcomes
- Two case studies per quarter

Staffing Implications

The Early Years Physical Activity Development Officer (H539) was put at risk of redundancy in December 2013. The current post holder has agreed to continue in the role (part time - 30 hours per week) for a further 12 months from 1st April 2014 - 31st March 2015.

Charnwood Borough Council has received written confirmation that sufficient funding is available to fund this post.

HR Advisor Consulted: Gayle Baker

It appears from the information above that the fixed term contract may have been extended in the past and the post holder will then have built up some continuous service. If they now have 2 years' service or more then potentially they will be entitled to a redundancy payment when the post is terminated. If they have 4 years' service or more then they have the right to be treated as a permanent employee.

Financial Implications

Charnwood Borough Council will receive £23,400 from the Charnwood Partnership for Children and Families. This funding will employ one Early Years Physical Activity Development Officer (part time 30 hours per week, Scale 5).

The total cost of employing the Early Years Physical Activity Development Officer for a further 12 months is £23,400 (scale 5 spinal, column 24 - salary £22,400 plus car allowance expenses estimated at £1000). The Early Years Physical Activity Development Officer's will also receive a revenue budget of £700. Total costs; £24,100. CBC will fund £700 towards salary costs from budget code; X586 Active Together project.

Any enhanced payments will be minimal and will be met from CBC's central pot.

Upon termination of this post the-post holder will be entitled to redundancy severance payments, as she will have been with the authority for more than 2 years. Total redundancy cost is; £1,563.84. This will be funded from budget code; X586 Active Together project.

Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
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